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Congress of the United States
House of Representatives
Committee on Appropriations
Washington, DC 20515-6015

February 17, 2009

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Dear Colleague:

As we begin the fiscal year 2010 appropriations cycle, I wanted to lay out the Appropriations Committee's requirements for requesting specific project investments ("earmarks") for the FY 2010 Appropriations.

Like last year, members are required to enter requests using the Members' Requests system at: <https://membersrequests.approps.house.gov/>. This site will be available on **February 20, 2009** for Members to begin submitting their requests. The deadline for priority consideration of Fiscal Year 2010 requests is **Friday, April 3, 2009**. Members are encouraged to submit their requests as early as possible to maximize the time that the Committee has to analyze requests. Subcommittee Chairs will be sending out Dear Colleague letters in the coming week with specific guidance on individual subcommittee processes.

Continuing efforts to provide transparency to the appropriations process, in the 111th Congress, Members must post their Appropriations requests online and must certify that they have no financial interest in the requests that they make. For a request to be considered "submitted" both of these requirements must be met.

Posting Requests Online – New Requirement

To offer more opportunity for public scrutiny of Member requests, Members must post information on the requests they have submitted to the Appropriations Committee on their official House website at the time the request is made. The Appropriations Committee will consider funding only those requests that have been so posted. The website must contain the following information for each request submitted in FY 2010:

- The proposed recipient, and address of the recipient,
- The amount of the request,
- An explanation of the request, including purpose, and why it is a valuable use of taxpayer funds.

Members will be asked to provide a link to the webpage containing this information when they enter the request into the Members' Request system.

Disclosure of Financial Interest – Continuing Requirement

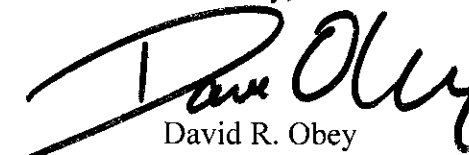
Continuing with the reforms enacted in the 110th Congress, Members will be required to submit a disclosure letter to the Chair and Ranking Member of the Appropriations Committee that:

- Is signed by the requesting Member and is on letterhead, and contains:
 - the purpose of the earmark,
 - the name of the recipient of the earmark,
 - the address of the recipient of the earmark, and
 - Certification that neither the Member nor the Member's spouse has any financial interest in the earmark.

This letter must accompany the submission in the Committee's on-line requests system, and will be posted online if the request is included in a FY 2010 Appropriations Bill. Programmatic requests do not require a disclosure letter. All Project requests and any Language request that names a specific recipient of Federal funds will require a disclosure letter. For clarification on whether a disclosure letter is required please contact the Subcommittee of jurisdiction.

I look forward to working with you to ensure that the Appropriations process is open, transparent and worthy of the public's trust. If you have questions concerning these requirements, please contact Joe Carlile at 5-2718, or the specific subcommittee involved. I look forward to working with you during the fiscal year 2010 appropriations cycle.

Sincerely,



David R. Obey
Chairman